Enlisted Placement Management Center

Navy Enlisted Classification (NEC) Management Department (Code 49)
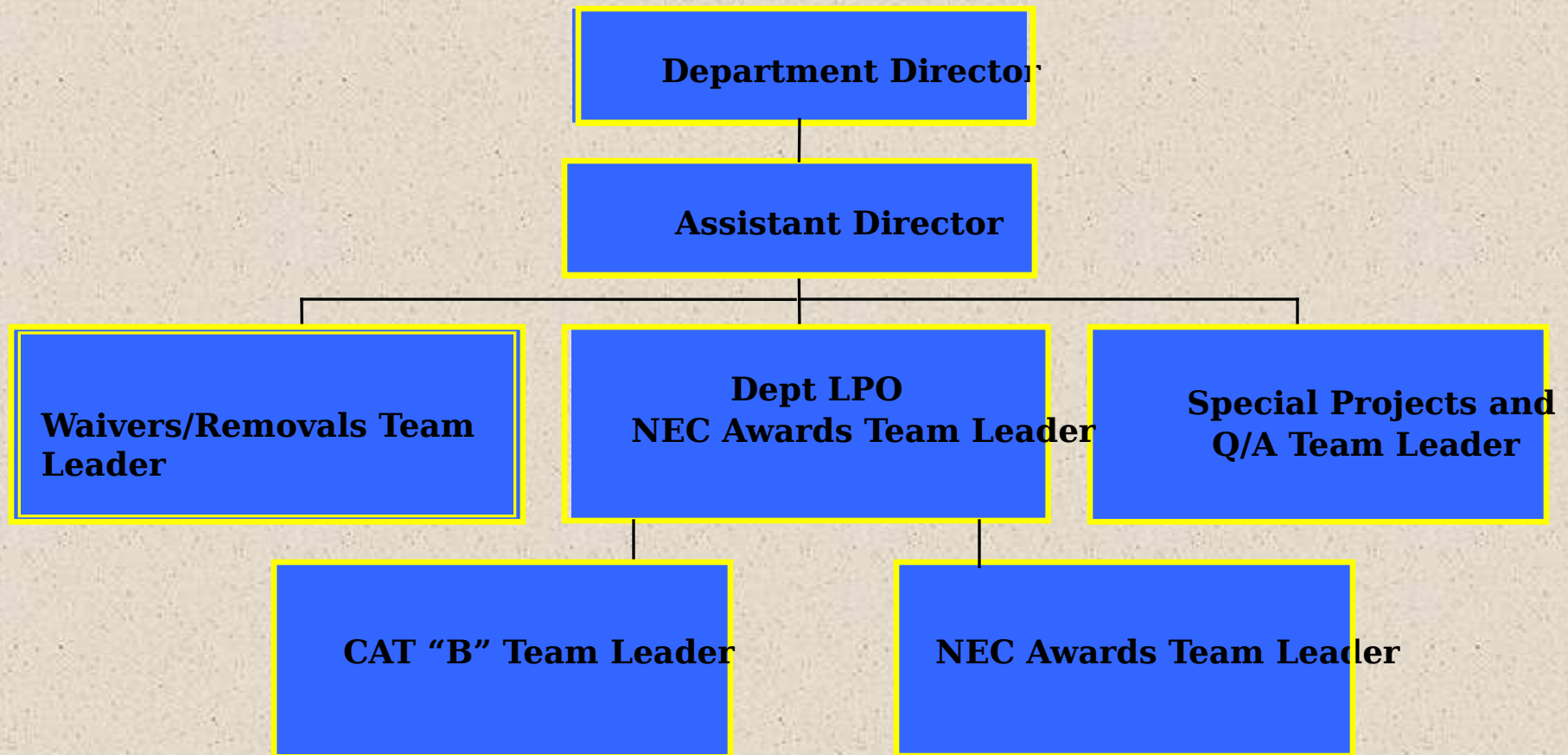
EPMAC Academy

Enlisted Placement Management Center

Navy Enlisted Classification (NEC) Management Department   (Code 49)

Organization

```
              ┌──────────────────────┐
              │ Department Director  │
              └──────────┬───────────┘
                         │
              ┌──────────┴───────────┐
              │  Assistant Director  │
              └──────────┬───────────┘
        ┌────────────────┼────────────────────┐
┌───────┴───────┐ ┌──────┴───────┐ ┌──────────┴─────────┐
│ Waivers/      │ │ Dept LPO     │ │ Special Projects   │
│ Removals Team │ │ NEC Awards   │ │ and Q/A Team       │
│ Leader        │ │ Team Leader  │ │ Leader             │
└───────────────┘ └──────┬───────┘ └────────────────────┘
              ┌───────────┴──────────┐
     ┌────────┴────────┐    ┌─────────┴────────┐
     │ CAT "B" Team    │    │ NEC Awards Team  │
     │ Leader          │    │ Leader           │
     └─────────────────┘    └──────────────────┘
```

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Award Authority

- **EPMAC is the sole NEC award authority for active duty USN and USNR(TAR)**

- **NRPC is the NEC award authority for USNR(SELRES)**

NEC Management Department Responsib

- **Award NECs**
- **Remove NECs**
- **Process Waivers**
- **Category-B Scrubs**
- **Special Projects**
- **Verify NEC Manual (quarterly)**
- **Liaison with ECMs and**

NEC MANAGEMENT WEB SITE

- **www.epmac.nola.navy.mil**
- **NEC Change Request form (EPMAC 1221/2) available for download**
  - **NEC requests can be submitted on line (No On-Line Waiver or Removal requests)**
  - **Request form for Category B scrubs**
  - **Request form for Questions and or Comments**
  - **Battle Group brief**
  - **EPS Training brief (Please Review)**
  - **Metric Briefs**
  - **Current NEC Manual**
  - **NEC Pipeline report**

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Navy Enlisted Classification (NEC) Syst

- **Supplements the enlisted rating structure in ident personnel on active or inactive duty and billets in r authorizations.**

- **The NEC coding system facilitates management co enlisted skills by identifying billets and personnel a efficient use of personnel in distribution and detai**

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Types of NECs

• **Entry Series NECs -** consist of Rating Conversion and

Defense Grouping (DG) NECs. (Ch. III)

Rating Conversion NECs - identify petty officers or
identified strikers who are in training for change in rating.
(PN-26<u>99</u>, MA-20<u>99</u>, etc..)

Occupational Area (DG) NECs - identify E1 to E3
personnel not assigned a rating, but have received training,
are in training, or have aptitude for training in

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Types of NECs cont.

•**Special Series NECs -** same purpose as Rating Series NECs,
  but relate to an unlimited number of ratings. (9517, 9502, 9571, etc..)

•**Alphanumeric NECs -** identify discrete skills and training levels
  when justified by the complexity of training and management
  requirements. (ET-14EM, FC-16FC, etc..)

Planning NECs – NECs approved for planning purposes only

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NEC Distribution Communities

- **Closed Loop NECs -** an NEC skill in which personnel are
  strictly detailed.   (HM and DT and Aircrew NECs)

- **Transitory NECs –** an NEC assigned to personnel when
  detailed to a specific billet.   The skill may not be associated
  to the individuals rating.   (9545, etc..)

NEC Code Relationships

- **Principal NEC vs. Component NEC**

  - **Principal NECs** identify stand alone skills and may include skills or abilities identified by a <u>Component</u> NEC. To earn a Principal NEC that includes a <u>Component</u> NEC, an individual must either already be assigned the <u>Component</u> NEC(s) or be fully qualified for such assignment.

  - **Component NECs** are prerequisite qualifications for assignment of the <u>Principal</u> NEC

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NEC Code Relationships

- **NEC Sequence Codes –** assigned by NAVMAC (Codes 1-8)

- **Distribution NEC (DNEC) –** a distribution tool used to match an individual's NEC to a command's authorization for that NEC.

How are NECs attached to Requisitions?

- NECs are attached to requisitions based on a deficiency of a requirement for that NEC at a particular command measured against BA at P-9.

How does the Enlisted Distribution System decide which NEC requirement is most deficient?

- An individual <u>DNEC'd</u> onboard a UIC will satisfy the requirement for that NEC.
- It is not unusual to have more NEC shortages than body shortages. When this happens, an algorithm is used to "prioritize" the NEC shortages to determine which NEC will be assigned on the NEC required line of the requisition.
- Steps the Algorithm performs when NEC shortages exist:
  1. What is the training indicator code of the NEC; 1,2 or 3 (lowest # = highest priority).
  2. Percentage of manning onboard for the NEC. NEC inventory of all personnel assigned will be used to calculate the percentage at P-9. This will determine the "worst to best" manned NEC up to 100% of billets authorized.
  3. What is the sequence code of the NEC; 1 through 8 (lowest # = highest priority).
  4. The numerical sequence of the NEC (this is the final tie breaker).

What is the reason for counting NEC inventory of personnel assigned?

- To determine a command's most critical NEC shortage(s).
- By counting the NEC inventory of personnel assigned, we know that a command can function in that NEC although an individual may be DNEC'd to a different NEC. This would allow for a NEC that no individual holds in their Master File to be the NEC on the requisition.
- NECs held in inventory will not "satisfy" (kill off) a manning requirement. However, it may adjust the NEC requirement against a given requisition.

Percentage of Manned Algorithm Example:

An activity has 3 NEC shortages (6664, 6609, 6605) and only one body shortage (requisition).
This is when the algorithm is used:

Step 1: All 3 NECs have a training indicator of '1', so they are tied at this step.

Step 2: Percentage of manned for NEC shortages. (This is when other NECs held in   inventory by personnel are counted to determine the % of manned)
NEC 6664 – manned at '0' for '3' (0%)
NEC 6609 – manned at '1' for '3' (33%)
NEC 6605 – manned at '2' for '3' (66%)

Since NEC 6664 is the most deficient NEC at 0% manned, it would be the   NEC shown on the requisition. NECs 6609 and 6605 will be displayed on   the "R" line.

Step 3: All 3 NECs have a sequence code of 5.

Step 4: Numerical sequence of NEC

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[NEC MANUAL](#)

- **NAVPERS 18068F**
- **Maintained and distributed by NAVMAC**
- **Updated quarterly**
- **Available through the EPMAC/NEC Management web page**

STG-0415 AN/SQQ-89(V) 2/3/4/6/7/8/9/12 Passive Sonar Level II Technician/Operator
Performs organizational level maintenance on and operates sonar subsystems including; Integrated AN/SQR-19(V) Towed Array and
AN/SQQ-28(V) Sonobouy Sensors, AN/UYQ-25A(V)2, AN/BQH-7A Oceanographic Data System, AN/SLQ-25A (NIXIE) and the
 AN/SQQ-89(V)   OBT(V)-T. Identify acoustic signatures to source. Operates the following subsystems; AN/SQS-56 or AN/SQS-53B or
 AN/SQS-53C or AN/SQS-53D sonar and AN/UYQ-25A or AN/UYQ-25B.

Source Rating: STG   Billet Paygrades: E4-E8   Personnel Paygrades: E4-E8
Course: Course Mandatory   CIN: K-130-1135, K-130-1132, K-130-1133   CDP: 235N, 235K, 235L
Sequence Code: 5   RBTR: NR Ind: N
Component NEC: 0406 or 0411 or   Related NEC: 0407   Open to Women: Yes
                          0413 or 0511
Primary Advisor: CNO N769   Technical Advisor: PMS411   ECM: N132D5

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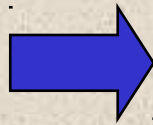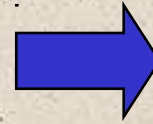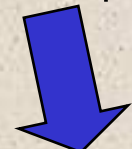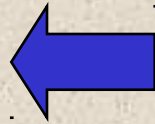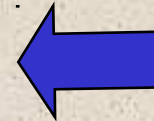
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THE ACTIVITY MANAGEMENT OF PERSONNEL SKILLS (AMPS)

• **DEFINITION – A DNEC/NEC analysis system which presents a UIC review of the entire Navy for analysts' in depth investigation.**

• **BACKGROUND – The objective of the AMPS system is to better distribute personnel by their skills based on their inventory of Navy Enlisted Classification (NEC) codes. As the Navy progresses toward more technical equipment, it becomes more important to assign personnel with a skill (NEC) to a billet that requires that skill. The AMPS program systematically compares the activity's P004 file with its C001 file, confirms the requirements (BA) and by using the NEC heirarchy and relational criteria, categorizes (A,B or C) and identifies individuals that satisfy those specific error parameters. The system generates an error display (IR04) for analyst review.**

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THE ACTIVITY MANAGEMENT OF PERSONNEL SKILLS (AMPS)

- **IR04 File – The activity review of DNEC Discrepancies.**

  Category A – Member incorrectly DNEC'd (No BA).
  Category B – Member does not hold the NEC they are DNEC'D to
  (refer to EPMAC Code 49 for scrub).
  Category C – Member holds NEC for which command has an open
  requirement

- **Access the AMPS file by using one of the following parameters:**

  IR04,UICXXXXX,LIST (This will list CAT A,B and C)
  IR04,UICXXXXX,CATA,LIST
  IR04,UICXXXXX,CATB,LIST
  IR04,UICXXXXX,CATC,LIST

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Category (CAT-A) Scrubs

- **A CAT-A discrepancy indicates a member is incorrectly DNEC'd (No BA).**

- **Files used in CAT-A research:**
  - **Verify command Billet Authorization NEC requirements. (C001 file)**

  - **Review personnel assigned (P004 File)**

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Category (CAT-A) Scrubs

IR04

```
IR04,UIC09665,CATA,LIST.
                                    FCD 01213   RDT 01213  ILC 1822  PAGE 0001
 UIC  09665  ACT NAME  VP 45                MCA  L SSC  2 ARC HT L CODE E      0001
                    POB09 N CATEGORY  A TS BY NEC
       A   S                                  N/HLD   HELD    RATE    COMPUTER
   SSN         NAME        RATE DNEC1 DNEC2 PNEC SNEC TNEC NEC4 NEC5   FILL

   137668132 HARRIS KEM DK2   2905       2905                               Y
   278727627 HENDERSON  AD2   6418       6418                               Y
   371889730 GRAHAM REG ADCS  8319       8319 8346 9502                     Y
   260413997 ARTHUR CHR AT2   6710       6634 6710              6605 6710   Y
   431576840 WRIGHT ERI AT3   6605       8847                          G   N
   297804984 PETERSON G AOAN  8819       8819                               Y
   439459681 MARTIN NAT AO2   8819       8319              8319            Y
   582088135 MIJARES OM AM1   9595       7212 8345 8377 9595  7212         Y
   195562329 HENDRICKSO AT2   8262 9402  8319 9402                          Y
   198460269 HENDRICKS  AT1   8262 9402  8346 8347 9402      8262          Y
```

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Category (CAT-B) Scrubs

- **A CAT-B discrepancy indicates a member does not hold the NEC in inventory in which they are DNEC'd to.**
(Refer to EPMAC Code 49 for CAT-B Scrubs)
- **CAT-B research criteria:**

  - **Verify NEC criteria and training requirements IAW NAVPERS 18068F (NEC manual).**

  - **If NEC is OJT awardable, do not challenge the individual qualification until member has been onboard for at least nine months.**

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Category (CAT-B) Scrubs

- **Review members Enlisted Master Record EAIS MD page 3 for Course Data Processing (CDP) and Student Action Codes (SAC). A 288 or P1* SAC indicates a member successfully graduated a course. Review EAIS MD page 4 for periods of TEMDUINS/DUINS ACC 341/342 indicating member was under instruction. NITRAS and NTMPS are used to research a member's training history file. Also, see what Distribution NEC Reason Code (DNRC) may have been assigned.**

- **If member is a PG, check to see if member is**

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Category (CAT-B) Scrubs

IR04

```
IR04,UIC09665,CATB,LIST.
                                 FCD 01213   RDT 01213  ILC 1822  PAGE 0002
UIC  09665  ACT NAME  VP 45                MCA   L SSC  2 ARC HT   CODE 512
T                            S   CATEGORY  B 665   FCD 01212   RDT 01213   PAGE 0001
A ASSG  NAME     SSN    E PRD EAOS XSXO EDA/ DNEC DNEC PNEC SNEC COMPUTER
  SSN       NAME      RATE DNEC1 DNEC2 PNEC SNEC TNEC NEC4 NEC5  FILL
  541062143 SONNENBERG ATAA  8819                                              Y
  578046259 ROMANCAPDE ATAN  8819                                          G   N
  592641164 BOYD TANIS AO3   6802      8819                                G   N
  264552617 HENRY JOHN AE2   8319      8342                                G   N
  265592295 MARSHALL R AE2   8319      7105 7133 8819                          Y
  403154395 ARNETT MAT AA    8819                                          G   N
  432753137 BULL CHAD  AMAA  8819                                          G   N
```

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Category (CAT-B) Scrubs

D3

```
PAGE 3                    NEC  AND  SPECIALITY  PAY  RELATED

     SSN 265592295      NAME MARSHALL RONALD LEE                 LUP 19901

     *** NEC INFO ***                        ***** SCHOOL HISTORY *****
     NEC        NEC DATE                      CDP    COMPDT    SAC
     7105       9704                          962M   0106      288
     7133       9707                          459F   0106      288
     8819       0107                          598H   0106      288
                                              456G   0105      288
                                              770J   0105      288
```

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Category (CAT-B) Scrubs

D4

```
PAGE 4                      ONBOARD  CAREER  HISTORY  1
      SSN 265592295   NAME MARSHALL RONALD LEE           LUP   199/01
                      **********     CAREER  HISTORY   *************
         ACTIVITY NAME        UIC      ASNRT ASNRSN ACC  DTREC  DTRAN    PRD  RSN
ONB    VP 45                  09665    AE2          100  010706          0407 AA
FST    S NAMTD W I            39474    AE2          341  010508 010628
SEC    NAS WH VAN ODT         31179    AE2          100  970509 010508   0105 AA5P
CH1
CH2
CH3
CH4
CH5
                  ***  CAREER HISTORY  CONTINUATION  ***        ASGN  PRI    SPE
      DNEC1/DNRC1 DNEC2/DNRC2    CIC     MCA  TYPE  ATC  S/S  RSN  COST   CAT
ONB 8319  B00M               ALDD11D2   L    6709  GJK   2   YYY  06068
FST                          ALDD11D2   X    7000  MOA   1   YYY  06068
SEC 7105  B00B  7133  B00C   ALCC76DF   P    1452  MWI   2   JF2  05913
```

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Category (CAT-B) Scrubs

D7

```
PAGE 7                             PENDING ORDERS
  SSN 578046259   NAME   ROMANCAPDEVILLE WILLOW         DSKCODE X8   LUP   157/01
                         PRES RATE ATAN       PROS RATE AT3


                 ACT   NAME       UIC     CIC     ACC   DTREC   DTTRAN MCA LOC ASGNRSN
ON-BOARD HC 8                    55218 AVAB978F 100   991122              L   FNO    NNA
FST/PST   STU NATTC PENSC  39831 AVAB9485 341   990504 991105  X   GPE    NNA
SEC/PST   S CRU TRCOM GTLK 30646              340   990216 990504      ICK
TRFDT 0109      TC 1151   CIC ALDI11FB   DELREP  30   ASGNRSN YNV    ECOST 03733


  UIC   ACTIVITY NAME      ATC PD ACC  EDA    CDP  CLS   CVN     GRD    NEC  TYPE
1 39469 STU NAMTD JAX FL      A   341 011013 579M 2010 011015 020306 8819
                                                        COMPLY WITH
2
                                                        COMPLY WITH
3
                                                        COMPLY WITH


ULT UIC 09665  NAME VP 45                 ASGNRT AT3    RSN     ACC 100  EDA 020307
PRD 0603 AA     DNEC1 8819   DNRC1 B00B  DNEC2        DNRC2
LOC GJK   TYPE VP    MCA L   REQNO  04210140  HP  L  SS  2
```

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[Distribution NEC Reason Code (DNRC](#)

•**Position 4 (letter A-Z) of the DNRC code relates to the DNEC assigned. This code explains why a mbr was assigned a certain**
DNEC, and why a mbr may or may not receive training for the DNEC.

Most Common DNRC codes
•**BXX<u>A</u> indicates mbr currently holds required NEC in inventory**
•**BXX<u>B</u> indicates mbr will receive training for NEC enroute to new command**
•**BXX<u>E</u> indicates NEC is OJT awardable**
•**EXX<u>G</u> indicates a Placement decision – Used by EPMAC only**

NEC Management Department (Code 49) EPMAC Academy

IR17

```
NAME   GOME   CHRIST        RATE  AO1              SSN    575926588        UIC
00620
PNEC   8332   SNEC   8319 NEC3         NEC4          NEC5         DNEC1  0000
DNEC2
--------------------------------------------------------------------------------------------------------
            HIST          DATE
DESK    ADD
NEC        CODE        RCVD          INITIAL-TRAN      LAST-TRAN        CODE
UPD
8332      RS /GEN  20010716        A 2 20010716        A 2 20010716       49H
   49H
8832      RS /GEN  20010716        A 2 20010716        R X 20010716       49H
   49H



* END OF FILE *, PF3 MAIN MENU, PF7 ADD/UPDATE RECORD,
CLEAR TO EXIT, OF PF12 FOR HELP.
```

Category (CAT-C) Scrubs

- **A CAT-C discrepancy indicates a member holds a NEC in which the command has an open requirement, but they are not DNEC'd to that requirement.**
  - **CAT-C research criteria:**
    - **Verify command Billet Authorization NEC requirements (C001 file).**
    - **Review individuals that are not DNEC'd, yet they hold NEC(s) in their Enlisted Master File that the command has valid requirements for.**
    - **If the command has a DUAL NEC requirement and an individual only holds half, is that the best utilization of the individual?**

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Category (CAT-C) Scrubs

IR04

```
IR04,UIC09665,CATC,LIST.
                                  FCD 01213   RDT 01213  ILC 1822  PAGE 0001
UIC  09665  ACT NAME  VP 45                  MCA   L SSC  2 ARC HT   CODE E
T                             S   CATEGORY  C 665   FCD 01212   RDT 01213   PAGE 0001
A ASSG  NAME      SSN     E PRD EAOS XSXO EDA/ DNEC DNEC PNEC SNEC COMPUTER
  SSN         NAME        RATE DNEC1 DNEC2 PNEC SNEC TNEC NEC4 NEC5  FILL

  263815588 BROWN ROY  ATC                6719 8319 9502                8319        Y
  359684987 CARLSON AN AE1                7136 7175 8342 9502 9527 7175             Y
```

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DNEC/DNRC/DRATE CHANGE SCREEN

```
 PAGE 13                         DNEC/DNRC/DRATE CHANGE SCREEN

SSN  074746215        NAME  DAMSKY JENNIFER IRENE
LUP 192/01
 CURRENT UIC  B  35406    ACT-NAME  NBAND GLAKES       ATC  ICK   ACC
100    S/S 1
 DESIGNATOR              DATE  RECEIVED  9706              TRANSFER DATE

    ENTER "?" IN ASSIGNED REASON FIELD OR DNRC1/2 FIELDS FOR VALID
CODES

                                 CURRENT          CHANGE TO
                                --------------    --------------------
DISTRIBUTED NEC 1/2 ...................... 3804  /  3805     3804   / 3805
DISTRIBUTED DNRC 1/2.............. .......B00A /  B00A     B00A  / B00A
ASSIGNED RATE/REASON ............. ....MU2   /                    /
```

Contacts

- **Asst Department Director**
- **Dept LCPO**
- **(DSN) 678-6641 (COMM) 504-678-6641**
- **E-mail address: EPMAC_NEC_REQUEST@navy.mil**

- **Department LPO**
- **NEC Awards Team Leader**
- **(DSN) 678-1638 (COMM) 504-678-1638**
- **E-mail address: EPMAC_NEC_REQUEST@navy.mil**

- **Quality Assurance/Special Projects**
- **(DSN)678-1656 (COMM) 504-678-1656**
- **E-mail address: EPMAC_NEC_REQUEST@navy.mil**

- **NEC Awards/Removals/Waivers Team Leader**
- **(DSN) 678-0040 (COMM) 504-678-0040**

Contacts

- CAT "B" Scrub Team Leader
- (DSN) 678-6693 (COMM) 504-678-6693
- E-mail address: EPMAC_NEC_REQUEST@navy.mil

- CAT "B" Scrub Analyst
- (DSN) 678-1662 (COMM) 504-678-1662

- NEC Analyst
- (DSN) 678-1665 (COMM) 504-678-1665

- **Code 49 Fax:**

(DSN) 678-1616 (COMM) 504-678-1616

- **NRPC (SELRES NEC's)**
- **DSN 678-5425/COMM 504-678-5425)**

NEW ORLEANS

Bourbon St.

THE END !